

City of Pierre Dwelling Rental Registration & Fees

- \$15.00 per unit due upon registration and each year after
- \$200.00 per structure for failing to properly register or renew a rental property
- The fee for failing to meet the housing inspector or designated representative at a scheduled time and place, or failure to reschedule an inspection at least one working day prior to the scheduled time shall be:
 - \$100.00 for the first violation per licensed year
 - \$250.00 for the second violation per licensed year
 - \$500.00 for three or more violations per licensed year
- The fee for failing to complete the required repairs within the time allotted shall be \$200.00 per violation. Repeat violations and/or significant hazardous conditions may result in additional fees and/or forfeiture of the dwelling unit registration. The imposition of one penalty for any violation shall not excuse the violation or permit it to continue; and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and when not otherwise specified, each 10 days that prohibited conditions are maintained shall constitute a separate offense.

Property Owner Information:

(Owner or Appointed Representative must reside within 50 miles of the City of Pierre)

Owner:

DBA:

Address:

City:

State:

Zip Code:

Primary Phone #:

Secondary Phone #:

E-Mail:

Are you Representative/Property Manager?

Property Representative Information:

Representative:

Address:

City:

State:

Zip Code:

Primary Phone #:

Secondary Phone #:

E-Mail:

Dwelling Rental Owners Billing Information:

Billing Name:

Billing Address:

Billing City:

Billing State:

Billing Zip Code:

Dwelling Rental Property Information:

Please fill out a new dwelling rental registration application for each separate property you own

Example - Single Family Dwelling - 1 Unit = \$15.00

Example - Two Family Dwelling - 2 Units = \$30.00

Multiple Family Dwelling (3 units or more)

Example - 15 unit Multiple Family Apartment = \$225.00

Address of Rental Structure:

Type of Dwelling:

Of Units:

Age of Structure:

Is the Rental Property Currently Vacant?

Please Note:

The dwelling unit rental registration may be issued conditionally prior to the inspection until the initial inspection can be scheduled and satisfactorily completed. Dwellings and dwelling units shall be inspected a minimum of once every five (5) years.

Exception: Rental housing units that have been newly constructed for a period of five (5) years from the issuance of a Certificate of Occupancy. A Temporary Certificate of Occupancy does not qualify.

Acknowledgement:

The undersigned, being the owner/agent of the license, hereby certifies under the pains and penalties of perjury, that: the information above is true and accurate to the best of my understanding and belief.

Signature:

Date:

Relationship to Business: